MIE Tab –

What is M&I/E? –

Definition

M&I/E stands for Maintenance & Improvement and Equipment.

The Indian Health Service (IHS) maintains buildings owned by the Federal Government and operated by the IHS and supports maintenance and improvement activities where tribally owned space is used for providing health care services pursuant to contract or compact arrangements executed under the provisions of the Indian Self-Determination and Education Assistance Act (P.L. 93-638). The Maintenance and Improvement program objectives include: (1) Providing routine maintenance for facilities; (2) achieving compliance with buildings and grounds accreditation standards of the Joint Commission on Accreditation of Healthcare Organizations (JCAHO) or other applicable accreditation bodies; (3) providing improved facilities for patient care; (4) ensuring that health care facilities meet building codes and standards; and (5) ensuring compliance with executive orders and public laws relative to building requirements, e.g., energy conservation, seismic, environmental, handicap accessibility, and security.

As of FY-04, the IHS medical equipment inventory is approximately $260 million in Federal and $60 million in Tribal laboratory, x-ray, and biomedical equipment. The average life expectancy for the current medical inventory is approximately 6 years depending on the intensity of use, maintenance, and technical advances. The equipment program distributes approximately $10 million to existing health care facilities to replace and purchase new medical equipment.

Where does the M&I/E funding come from?

M&I/E funding comes from Congress on a yearly appropriation.

Where does the M&I/E funding go?

All M&I funds are distributed to IHS direct operated and eligible tribal facilities. M&I/E funding is distributed to all twelve IHS Area based on the data each Area maintains in the database. Each Area in turn distributes the funding which they have received to the installations located in the field. Usually a Funds Manager receives this funding from the Area to maintain their respective installations.

Who uses M&I/E? –

Who are the people who use the M&I/E data?

M&I/E data is used by many people throughout the agency. A Facilities Manager at a hospital might use the data to determine a maintenance schedule while personnel at HQE might use the data to prepare a report requested by Congress. Someone at the Area level might use the data to determine which facilities should have an HSP conducted for them to determine their maximum supportable space.

Who has permission to update and/or change the M&I/E data?

All Facilities Database users can view the M&I/E data, however users who have the MI user role are the only ones who can add, update and/or change M&I/E data. Only the Area Facilities Director can request a user to have the MI user role. All requests for granting of the MI user role for specific users needs to be made from the Area Facilities Director to Peter Nachod; Headquarters – Division of Facilities Operations - pnachod@hqe.ihs.gov.

M&I/E Allocation Process –

Projected Allocations

M&I and Equipment Funds Allocations are projected on a yearly basis. These projected allocations are made approximately nine months before the actual Fiscal Year which is being projected. When a projected allocation is being made, Headquarters will request each Area to review and correct any facility data for the respective Area. It is also during the projected allocation process that Headquarters will update User Population and Workload data, if available. M&I and Equipment Funds Distribution (Projected) will typically take place in January or February. For example, FY 2006 M&I and Equipment Funds Projected Distribution will occur in January or February of 2005.

Update status of proposed buildings

When a new facility or an addition to an existing facility is being proposed, it should be included in the M&I/E data. It will receive a transaction code of "P" and should have a scheduled date of being completed. Once a year, Headquarters will request that each Area update the status of all proposed buildings. This update will consist of actual date of opening and actual size of facility for each proposed facility. When the status on all proposed facilities has been updated, Headquarters will then be ready to calculate the Actual M&I and Equipment Funds Distribution.

Actual Allocations

Actual M&I and Equipment Funds Distributions are also done on a yearly basis. These actual allocations are primarily based on the Projected M&I and Equipment numbers derived earlier that year. Actual M&I and Equipment Funds Distributions typically occur in November or December of that fiscal year. For example, FY 2005 M&I and Equipment Funds Actual Distribution will occur in November or December 2005.

"Accepted" and "Pending" Distributions

Each facility in the facilities database has a corresponding transaction code (see Real Property tab). A facility with a

transaction code of "P" (for Proposed) or "A" (for Addition) will have its Projected M&I/E Allocation classified as "Pending." A proposed facility which is included in the M&I and Equipment Funds Distribution is only eligible to receive funding if that facility will be completed during that Fiscal Year which the Distribution funding is for. "Pending" Allocations are only released to the Area after the proposed facility is on-line.

Supportable Space

Health Facilities Space which is directly supportable by the resources of the IHS Facilities Appropriation is generally called Facilities Supportable Space. Supportable Space provides equity in the Facilities Appropriation fund distributions which are calculated using space associated with eligible facilities and IHS-funded health activities. Two guiding principles underlie this intent: First, distribution of facilities funds is workload driven. Funds are provided only where there is an identified need or workload. Second, there is a limit to the amount of resources that can be provided to any given population or tribe. The total amount of funds is fixed and providing extra resources to one group takes away from other groups.

More information about Supportable Space can be found in Volume VI - Facilities Engineering, Part 75 - Facilities Supportable Space in the Technical Handbook.

MIE Tab –

Forms –

M&I and Equipment Data
> Opens a datasheet view showing all facilities meeting user-selected filter criteria.

Insert New Projected Building
> Allows users to enter a new projected building. The transaction code defaults to "P" and cannot be changed by the user. The user must enter, at a minimum, the projected size and date of opening. Other data which should be entered includes location index, construction type, intensity, replacement cost, and funds manager.

Add New Installation
> Allows users to add an installation that currently is not in the system. Users are only allowed to add tribal installations. Headquarters must add Government installations.

Maximum Supportable Space
> Displays current supportable space information for service units or tribal entities. It also allows users to view actual space currently supported by each Funds Manager within that service unit.

M&I and Equipment Data –

Main Form - Maintenance and Improvement & Equipment

Filter Criteria   ☐ Clear All

Select any combination:

1. Area   [____ ▾] ☐ Clear
2. State   [____ ▾] ☐ Clear
3. City   [_____ ▾] ☐ Clear
4. Installation   [____ ▾] ☐ Clear

5. Service Unit   [____ ▾] ☐ Clear

6. MI Funds Manager   [____ ▾] ☐ Clear

7. Equip Funds Manager   [____ ▾] ☐ Clear

8. Transaction Code   [____ ▾] ☐ Clear
9. Real Prop Description   [____ ▾] ☐ Clear

10. Contract Arrangement   [____ ▾] ☐ Clear

Action

Forms
☐ MIE Data
☐ Update Existing Installation

☐ Refresh Links
☐ Close

When the "**M&I and Equipment Data**" button is selected, a filter criteria form will be displayed. The criteria form is divided vertically into two parts, one titled Filter Criteria and the other titled Action. Filter Criteria allows the user to specify any combination of criteria desired. The criteria specified are used by the MIE Data Form located under Action.

The user can select up to 10 different filter criteria. These criteria do not need to be selected in any specific order. Also, after any criteria are selected, those criteria will be applied to any of the other criteria you select. For example, when a state is selected, any subsequently selected criteria will only display items within that state.

After selecting the criteria, press the "**MIE Data**" button on the Action side of the form to display all the facilities that meet the filter criteria selected. The datasheet below was displayed after selecting a state, city, and installation.

MIE Datasheet

MIE DATASHEET   [Open M&IE Form] [Close]

Location	Area	Pr	BLS ID	RP Det Desc	Tran	BLS NO	M&I Alloc	Equip Alloc
11528, PHS Indian Hospital CLAREMORE , OK	OK	G	3767	Hospital, 51 - 100 beds	N	00409	$284,379.85	$160,275.01
11528, PHS Indian Hospital CLAREMORE , OK	OK	G	3768	Environmental Health & Engineering	N	00410	$1,270.87	$385.49
11528, PHS Indian Hospital CLAREMORE , OK	OK	G	3769	Outpatient Clinic, Limited Staff	N	00411	$7,089.70	$1,332.50
11528, PHS Indian Hospital CLAREMORE , OK	OK	G	4984	Equipment	N	00412	$238.29	$289.12

Record: I◀ ◀ [1] ▶ ▶I ▶* of 7

Total M&I / Equip Allocation: 294,059.28   163,773.88

Selecting the "**Open M&IE Form**" button will open a form similar to the following. It displays the same data as the MIE Datasheet view but in a more "user-friendly" view. The fields are grayed-out meaning that the user cannot change the values. They are validated and updated each year at Headquarters.

Selecting the "**Update Existing Installation**" button will open a form similar to the following that allows users to update certain information but only for tribal facilities.

Insert New Projected Building –

This is where a new projected building or structure can be entered into the HFDS. The transaction code defaults to "P" and cannot be changed by the user. All data should be entered but the user must enter, at a minimum, the projected size and date of opening. The bottom section of the form contains two tabs. One for a projected building and one for a projected structure. The tab for a projected structure is shown below.
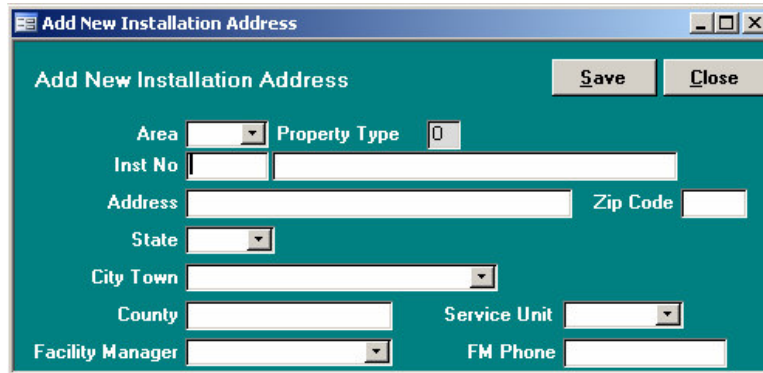
Add New Installation –

The "**Add New Installation**" button enables the user to add a new installation which currently is not in the system. Users are only allowed to add tribal installations. Headquarters must add Government installations.

Maximum Supportable Space –

Service Units or Tribes that have Exceeded their Maximum Supportable Space

	SU/Funds Manager	General Instructions	HSP Space	Max Space	
	CHICKASAW NATION	Equip and M&I Floor Space needs		0	The Maximu
	CHOCTAW NATION	ok		26,031	The Maximu
▶	IHS CLAREMORE SU	ok		76,286	The Maximu
	IHS CLINTON SU	ok		9,351	The Maximu
	IHS HASKELL SU	ok		3,338	The Maximu
	IHS HOLTON SU	ok		2,894	The Maximu
	IHS LAWTON SU	ok		20,148	The Maximu

Record: I◀ ◀ [3] ▶ ▶I ▶* of 13

Location	BLS Info	UoF $/SM	M&I SS Factor	M&I Space	Eq SS Factor	Equip Space
OK, CLAREMORE--11528 PHS Indian Hospital	Building No. 00409, Hospital, 51 - 100 beds	$30.96	1.00	9,186	1.00	9,186
OK, OKEMAH--03332 CREEK NATION COMMUN.	Building No. None , Health Center, Full Serv, 40 hrs or more	$30.96	1.50	4,090	1.50	4,090
OK, CLAREMORE--11528 PHS Indian Hospital	Building No. 00411, Outpatient Clinic, Limited Staff	$27.60	1.00	257	1.00	257
OK, WYANDOTTE--OK66A BEARSKIN INDIAN HEALTH CENTER	Building No. 00001, Health Station, Full Serv, 40 hrs or les	$20.07	1.00	418	1.00	418
OK, SALINA--03346 SALINA COMMUNITY CLINIC	Building No. None , Health Center, Full Serv, 40 hrs or more	$18.99	1.20	2,524	1.20	2,524

Record: I◀ ◀ [1] ▶ ▶I ▶* of 17

24,585   25,856

Close

Supportable Space form will show current supportable space information for service units and tribal entities.

Reports –

All of the M&I and equipment Allocation reports can be prepared using either the values that were projected for planning purposes or the actual values that reflect what was, or will be, actually distributed.

A detailed description of the "Projected" and "Actual" Allocations and the differences between the two can be found in the M&I/E Allocation Process section.

M&I and Equipment Allocation

Five different reports are available for the user. Each of the reports provide different information ranging from funding amounts at the Area level to a breakdown of the funding at the installation level.

The fourth report gives a list of the buildings that have a transaction code of "P" or "A". This is especially useful for the Area/field when HQ requests that each Area update the status of "P" buildings prior to making the M&I/E Funds Distribution (Actual) Final Report.

M&I and Equipment Funds Distribution Summary by Area

This report displays the Area's total program space (in square meters), the Area's M&I allocation calculated by the University of Oklahoma formula, and the Area's total equipment allocation.

M&I and Equipment Funds Distribution Summary by Funds Manager

This report is the same as the Summary by Area but each Funds Manager is on a separate line.

M&I and Equipment Funds Distribution Summary by Installation

This is the "typical" M&I report grouped by Funds Manager then by installation with detail on how much funding each building gets and the numbers supporting the calculated amounts.

M&I and Equipment Funds Distribution Summary List of "P" Buildings

This report is the "typical" M&I report grouped by Funds Manager then by installation with detail on how much funding each building gets and the numbers supporting the calculated amounts but contains information only for "P" buildings.

M&I and Equipment Funds Distribution One Funds Manager per Page With Signature Line

This report is the same as the Summary by Funds Manager report but includes only the information pertinent to a particular Funds Manager and includes a signature line for the Funds Manager to certify the data is "accurate and the space identified herein is dedicated to the use of health programs operated by a contracting or compacting Tribe under PL 93-638 (as amended) with the IHS."

Current M&I and Equipment Data

This report displays the current data by Funds Manager. It includes real property information, M&I information, and biomedical equipment information.

Maximum Supportable Space

This report displays the maximum supportable space grouped by Funds Manager. It includes the number of tribes served, user population, program space, actual space for M&I purposes, and actual space for equipment purposes.